

Sullivan County NH

Type of meeting: Board of Commissioners Public Business Meeting Minutes
Date/Time: Tuesday, October 28, 2008; 3 PM
Place: Remington Woodhull County Complex, 14 Main Street,
Newport NH 03773

Attendees: Commissioners Jeffrey Barrette – *Chair*, Bennie Nelson – *Vice Chair* and Ethel Jarvis – *Clerk*, Greg Chanis – *County Administrator*, Ted Purdy – *S.C.H.C. Administrator*, County High Sheriff Michael Prozzo, Supt. Ross L. Cunningham, and Sharon Johnson-Callum (minute taker).

Public Attendees: Jeff Goff – *Claremont City Council Member / Sugar River Bank*, Don Clarke – *Town & Country Realtor / County Commissioner Candidate*, and Kristen Senz – *Union Leader Reporter*.

3:02 The Chair, Jeffrey Barrette, brought the meeting to order. Mr. Goff led all in the *Pledge of Allegiance*.

Agenda Item No. 1. S.C. Health Care Administrator's Report

Agenda Item No. 1.a. Advisory Panel Update

Mr. Purdy distributed copies of the "SCHC Advisory Committee" document [Appendix A]. Mr. Chanis discussed the draft letter document [Appendix B]. Commissioner Jarvis questioned if they were going to abide by Mr. Franklin's recommendation to write a mission statement for the panel? Mr. Purdy confirmed this task would be a good thing for the Board to do, outside of the panel process, and indicated "All day every day we make life better" is a good "jumping off" point to begin the statement. Commissioner Jarvis provided a Grammatik's correction to the draft letter. Commissioner Barrette noted he liked the letter, but requested clarification of goals. Commissioner Nelson concurred and requested they place goals in bullet form. Mr. Chanis confirmed if finalized before the letter is sent, they could attach it to the letter. Commissioner Barrette requested they consult NH Primex on the letter.

Agenda Item No. 1.b. Account Receivable (A/R) Course of Action Update

Mr. Purdy distributed copy of "Accounts Receivable Plan of Action" document [Appendix C], highlighting on A/R current balance of \$2.1 million - representing 89 days in A/R's, goals of decreasing A/R's, their plan with billing expectations, remittance comparisons, weekly reports, monitoring by Administrator, training of Administrative Assistant in Medicaid billing – which was accomplished in October '08, assistance from the Environmental Services Secretary with co-insurance billing and moving of the Business Office to provide additional space and privacy for Business Office Manager for discussions with residents regarding resident funds. Mr. Purdy confirmed the formula to calculate the 89 days:

☐ Previous month billing average / 30 days a month = revenue per day / \$2.1 million = 89 days A/R

the average should be between 45-50. He noted, we have the right people in place, have learned a lot about the concept, moving forward it will be mostly a plan to be diligent about the A/R program, and they are poised to make a really good dent. Mr. Purdy confirmed to Commissioner Barrette he'd return in the near future with back log total, potential uncollectibles and where they were derived from, in spreadsheet

format by the next Commissioners meeting. Mr. Purdy confirmed the Aging Report reflects when the revenue is generated.

Non Agenda Item Census

Mr. Purdy confirmed today's census is 134 and they are expecting one more admission later today.

Agenda Item No. 2. DOC Superintendent's Report

Agenda Item No. 2.a. Staffing

Supt. Cunningham indicated they filled their last open position with a Franklin Pierce graduate who will begin 11/10. They have three attending the NH academy.

Agenda Item No. 2.a.i. Clinician Position

Supt. Cunningham noted an ad for the Clinician position was placed in the paper over the weekend; from that, have received seven applications, with two who have very solid backgrounds. He confirmed the position is funded as of 1/2009. They will perform the hiring process through an interview panel of four to five people, to include: DOC Superintendent, the Captain, and Mr. Warwick.

Agenda Item No. 2.b. Census

Supt. Cunningham reviewed the DOC census document [Appendix D], which reflects total census at 133.

Agenda Item No. 2.c. Phone Contract Update

Supt. Cunningham reminded the Board DOC has an on going phone contract, which he discussed at a previous meeting, noting several different ways to resolve the contract have been presented: either it will come to close – giving us existing equipment, or we'll sign off on the contract. He noted the phone vendor sold the contract again to PCS. He discussed the poor customer service with PCS. Once he receives a better answer from the vendor, he will return to the Board with the decision.

Non Agenda Item Electronic Monitoring (EM)

Commissioner Nelson questioned how much the State uses EM? Supt. Cunningham is unsure as he does not track the State, but has heard some counties have more on EM than the State.

Agenda Item No. 3. County Administrator's Report

Agenda Item No. 3.a. Firing Range Update

Mr. Chanis and the Sheriff met last week to discuss the lease agreement. They will be meeting with the sportsman club tomorrow at 8:30 for input from the club. Mr. Chanis noted Ms. Johnson-Callum and Registrar of Deeds Sharron King are working on identifying the property deed for the firing range area - older properties do not have a good cross reference to tax maps - once they decipher which deed it is, a copy will be provided to Commissioner Jarvis, as previously requested.

Agenda Item No. 3.b. Accounting Manager Position Update

Mr. Chanis noted an e-mail, with the three resumes received, was sent to the Board a couple weeks ago. He recommends re-advertising, targeting government associations. He noted he's meeting with Paul Brown to discuss the ad for the job description and title in order to attract a higher, more qualified, candidate. Mr. Chanis confirmed he has taken input from both auditors and Mr. Graham. Commissioner Jarvis feels BudgetSense software is so complex it needs a manager to keep an eye on it. Commissioner Barrette requested an update from Mr. Chanis regarding the meeting with Mr. Brown. Mr. Chanis confirmed Mr. Brown was fine with the job description - it's more of an issue of the title.

Agenda Item No. 3.c. Grants Updates

Mr. Chanis noted the \$75,000 Juvenile Justice High Risk Youth and Family Intervention Project grant, brought to the Board's attention previously, was submitted by Mr. Warwick; County should hear results by mid November.

Agenda Item No. 3.d. Second Semester Class Time Discussion

Mr. Chanis noted, effective 12/2, he will be attending Tuesday evening classes scheduled for 6 p.m. in Concord or Keene and suggested they change meeting dates, move up the time, or he could leave the meetings early. The Board decided to table decision on this to the next meeting.

Non Agenda Item Claremont Beagle Club Lease (CBC)

Mr. Chanis noted the CBC lease agreement expires mid December. They are checking with the club to see if they want to renew and will update the Board at their next meeting. A copy of the lease was provided to the Board [Appendix E], with request to provide feedback on any changes needed, should the CBC continue their use of the property.

Non Agenda Item Transfers

Mr. Chanis advised the Board, during the last Delegation meeting, the Delegates voted to continue to see transfers, with the only difference being those transfers under \$5,000 do not require a vote of the Executive Finance Committee (EFC), but to notify them within a week of when the transfer is done. Mr. Chanis pointed out, prior to the Delegation meeting, the Board approved several transfers and requested clarification on how they wanted to handle those transfers. After a brief discussion, Mr. Chanis confirmed he'd process the transfers and notify the Delegation of the transfers.

Agenda Item No.4. **Commissioners' Report**

Commissioner Jarvis commended Newport Town on the "fantastic job" hosting the Governor's Council meeting. She noted Councilor Burton singled her out, as a member of the Sullivan County Commission, for not using County land for food. She had pointed out the jail grew vegetables which were given to the local food pantries, but was unsure the amount. Supt. Cunningham noted they [Inmate Garden Program] grew and donated close to 1,000 pounds between both Claremont and Newport food pantry. Commissioner Nelson reminded Board members the County has been and is currently allowing land use for cattle grazing, which results in food for the person using raising the livestock. Mr. Chanis added, the majority of fields are used for hay and corn for food production. Commissioner Jarvis indicated she invited Councilor Burton to a Board meeting to express his concerns.

Non Agenda Item

Fuel Oil Prices

Mr. Chanis distributed a "Fixed Price Quote" document [Appendix F], pertaining to the fuel oil, as an FYI to show savings. He receives updates every two to three days and discussed trends he's noticed over the past few years. Currently, the County is not locked into a rate. He noted, when they took delivery this last time, the spot price was less. Mr. Chanis confirmed the barrel price advertised on national news, typically, is \$10 more per barrel than the rate the County receives it at. Mr. Chanis confirmed they budgeted fuel oil at \$3.50 cents a gallon, and have paid for 24,000 gallons out of the 88,000. Mr. Chanis confirmed he would forward price quotes to the Board. Commissioner Barrette recommended they decide at some point to lock in or not. Mr. Chanis noted he would be contacting them when he sees a dramatic drop or gain.

Commissioner Nelson inquired about the S.C.H.C. detailed sheets on census and dollars. Mr. Purdy confirmed he distributes those during the Board's second meeting of the month in Unity.

Agenda Item No. 5. Public Participation

Jeff Goff questioned the Board on their thought on how the auditors draft audit, released previously, illustrated the County's deficit at \$300,000 more than what the paper reported it at \$655,000, and why they did not ask follow up questions? Commissioner Barrette noted the \$300,000 was the figure the auditors pointed out to say was essentially the deficit, the increase in A/R's is the \$400,000. Mr. Chanis confirmed during the Exit Interview of the auditors follow up questions were asked, the reporter simply did not report the figure correctly. He noted the auditors confirmed during the Exit Interview every dollar received from A/R's offsets the deficit. Commissioner Nelson pointed out the article was run without the reporter verifying any information with the County Administrator.

Jeff Goff noted he's been watching the budget process, which goes from department head, to County Administrator, to Commissioners, to EFC, and finally to the Delegation. He observed, by the time it's presented, it no longer reflects how it began. He questioned the Board if they feel this is the Delegations responsibility? Commissioner Barrette noted they've attempted to streamline the process by inviting the EFC/Delegates to the Commissioner budget meetings with the Department Heads, all the hard work is done by the time it gets to the full Delegation, and is a good representation of the budget. He also noted, by statute, the Delegation has the final say. Mr. Goff noted he feels the micro-managing, citing for example the "transfers" discussed earlier, by the Delegation is a situation unique to Sullivan County, and questioned how and where they could remove the politics to focus on the real issues? Commissioner Barrette noted they currently have personalities dictating policies and have one week more, when they will know where the personalities lie. He noted some NH State statutes are vague as to where some roles lie; noting, in order to increase financial cooperation, and in the times we face, they have given up some things he feels the Board should be responsible for, and there will come a time when they need to decide when to take those responsibilities back. Commissioner Nelson reiterated they hold collaborative meetings that the Board encourages Delegates to attend in order to streamline the process – in order to attain data from department heads all at the same time; yet, they are then informed by the Delegates "the State does it this way" so that's the way they will do it and the Delegates again request department heads to return. Commissioner

Barrette pointed out the Board had the budget to the EFC this year by 4/15, they worked hard to have it reflect a true budget and, with that said, knowing they rely on agency nursing to cover when low on staff, they budgeted for funds in the agency nursing line; however, when the budget was handed to the Delegation, the Delegates removed a huge chunk from agency line to place in salary lines; now, not more than eight weeks into the FY09 year, the Board is forced to transfer money from salaries to agency.

Jeff Goff questioned where the authority with the nursing home, lies? Commissioner Jarvis indicated it lies with the Delegation. Commissioner Barrette disagreed with Commissioner Jarvis on this issue. Mr. Goff questioned if that is the inherent problem ... that they could not agree? Commissioner Barrette pointed out a lot of dissention is on what the word "appropriation" in the statutes means. Commissioner Jarvis noted she feels the budget process, going from department head, to Commissioner, to EFC, to Delegation, is not unique, as this has been going on since counties were formed. Commissioner Barrette noted, regardless of who is Board Chair for 2009, it's important for the Commission and Delegation to be on board together. He feels the trust was lost when he came on board, fed by the previous administration. Mr. Clarke inserted, he felt the lack of trust went further back and recalls a Delegate from Plainfield who spoke regarding distrust in 2001/2002; he added, there were Delegation meetings during that time when Board members were never asked any questions regarding County operations. Commissioner Barrette pointed out both the Delegation and Commission operates based on what they all feel is the best interest of who they serve, and feels, if that is a given, there is no reason for them not to be able to work together. Mr. Clarke suggested this discussion would be much better served a week from today. Mr. Goff thanked the Board Chair for allowing him to bring up these points for discussion.

4:04 Mr. Goff, Mr. Clarke and Ms. Senz left the room.

Agenda Item No. 6. Executive Session Per RSA 91-A:3.II.d. Property Acquisition Discussion

4:04 Motion: to go into Executive Session Per RSA 91-A:3.II.d. regarding Property Acquisition Discussions.
Made by: Nelson. Seconded by: Jarvis.
Roll call vote: All in favor.
Those in Executive Session included: the three Commissioners, Sheriff, County Administrator, DOC Superintendent and Ms. Johnson-Callum.

4:34 Motion: to come out of executive session.
Made by: Jarvis. Seconded by: Nelson.
Voice vote: All in favor.

No formal decision was required regarding discussions in executive session.

4:34 Sheriff Prozzo and Mr. Cunningham left the meeting.

4:34 Motion: to go back into Executive Session Per RSA 91-A:3.II.a. & c. Personnel Issue (non agenda item).
Made by: Nelson. Seconded by: Jarvis.
Roll call vote: All in favor.

Those in executive session include: the three Commissioners, Mr. Chanis, and Ms. Johnson-Callum

**4:43 Motion: to come out of executive session.
Made by: Jarvis. Second by: Nelson.
Voice vote: All in favor.**

No formal decision was required regarding executive session discussion.

**Agenda Item No. 7. Executive Session Per RSA 91-A:3.II.a.& c.
Personnel Issue**

**4:44 Motion: to go back into Executive Session Per RSA 91-A:3.II.a.& c
for a personnel issue.
Made by: Jarvis. Seconded by: Nelson.
Roll call vote: All in favor.
Those in Executive Session include: the three Commissioners, Mr. Chanis and Ms. Johnson-Callum.**

**4:55 Motion: to come out of executive session.
Made by: Jarvis. Seconded by: Nelson
Voice vote: All in favor.**

**4:55 Motion: for the employee discussed in executive session, we allow a transfer up to 116 ET and 84 Vacation.
Made by: Nelson. Seconded by: Jarvis.
Voice vote: All in favor.**

4:57 Commissioner Nelson left the meeting.

Agenda Item No. 8. Meeting Minutes Review

Agenda item No. 8.a. Sep. 30, 2008 Public Meeting Minutes

**4:59 Motion: to accept the 9/30/08 3 PM Commissioner meeting minutes.
Made by: Jarvis. Seconded by: Barrette.
Voice vote: All in favor.**

Agenda item No. 8.b. Sep 30, 2008 Executive Session 4:59 PM Minutes

**5:02 Motion: to approve and permanently seal the 9/30/08 4:59 PM Executive Session minutes.
Made by: Barrette. Seconded by: Jarvis.
Voice vote: All in favor.**

Agenda Item No. 8.c. Sep 30, 2008 Executive Session 5:23 PM Minutes

**5:03 Motion: to approve and release the 9/30/08 5:23 PM Executive Session minutes.
Made by: Barrette. Seconded by: Jarvis.**

Voice vote: All in favor.

Agenda Item No. 8.d. Oct 14, 2008 Public Meeting Minutes

**5:04 Motion: to accept the 10/14/2008 public meeting minutes.
Made by: Jarvis. Seconded by: Barrette.
Voice vote: All in favor.**

Agenda Item No. 8.e. Oct. 14, 2008 Executive Session 5:30

**5:05 Motion: to approve and seal the Oct. 14th 5:30 PM Executive Session minutes and to review them at the first meeting in December.
Made by: Barrette. Seconded by: Jarvis.
Voice vote: All in favor.**

Agenda Item No. 9. Adjourn Meeting

**5:05 Motion: to adjourn meeting.
Made by: Barrette. Seconded by: Jarvis.
Voice vote: All in favor.**

Respectfully submitted,



Ethel Jarvis, Clerk
Board of Commissioners

EJ/s.j-c.

Date signed: 11-26-08



Sullivan County NH, Board of Commissioners
REGULAR BUSINESS MEETING
AGENDA

Tue, Oct 28, 2008, Time 3 PM

Place: Sullivan County Newport Complex
14 Main Street, Newport NH 03773 – Commissioners' Conference Room

- | | | | | |
|------|-----------|----|----|--|
| 3:00 | PM – 3:20 | PM | 1. | S.C. Health Care Administrator's Report
a. Advisory Panel Update
b. Account Receivable Course of Action Update |
| 3:20 | PM – 3:40 | PM | 2. | DOC Superintendent's Report
a. Staffing
i. Clinician Position
b. Census
c. Phone Contract Update |
| 3:40 | PM – 4:00 | PM | 3. | County Administrator's Report
a. Firing Range Update
b. Accounting Manager Position Update
c. Grant Updates
<input type="checkbox"/> \$75,000 Juvenile Justice High Risk Youth and Family Intervention Project grant submitted 10/20 should hear results by mid November
d. Second Semester Class Time Discussion |
| 4:00 | PM – 4:20 | PM | 4. | Commissioners' Report |
| 4:20 | PM – 4:35 | PM | 5. | Public Participation |
| 4:35 | PM – 4:55 | PM | 6. | Executive Session Per RSA 91-A:3.II.d.
Property Acquisition Discussion |
| 4:55 | PM – 5:05 | PM | 7. | Executive Session Per RSA 91-A:3.II.a&c
Personnel Issue |
| 5:05 | PM – 5:10 | PM | 8. | Meeting Minutes Review
a. Sep. 30, 2008 Public Meeting Minutes
b. Sep. 30, 2008 Executive Session 4:59
c. Sep. 30, 2008 Executive Session 5:23
d. Oct. 14, 2008 Public Meeting Minutes
e. Oct. 14, 2008 Executive Session 5:30 |
| 5:10 | PM | | 9. | Adjourn meeting |

Please note: times on the agenda may vary depending on need for more discussion or lack of participation.



Sullivan County NH, Board of Commissioners

Upcoming Events:

- **Nov. 4th, Tue. Election Day**
- **Nov. 11th, Tue. Veteran's Day – Newport Offices Closed.**
- **Nov. 17th, Mon. Delegation Meeting. Time: 9:30 AM. Place: Newport 14 Main Street**
- **Nov 18th, Tue. Next Board of Commissioners meeting.**
 - **Time: 3 PM. Place:** Unity, Sullivan County Health Care Facility, 1st Floor, Recreation Room.
- **Nov. 27th & Nov. 28th Thu/Fri. Thanksgiving Holiday –Newport Offices Closed**

SCHC Advisory Committee

Goal: To assist Sullivan County with Strategic Planning for Sullivan County Health Care

Challenges appropriate for the Advisory Committee

- Public Relations
- How SCHC should be structured to meet the current and future needs of residents of Sullivan County

Suggestions for make up of Advisory Committee

- County Commissioner
- Resident Family Member
- State Representative
- Hospital (VRH) representative
- Senior Centers representative (3)
- General Business/Chamber of Commerce members (Newport/Claremont)

Time line:

Nov-Dec 07: Identify proposed members and send letter of invitation

Jan 08: Begin monthly meetings (for 6 mths)

July 08: Report to County Commissioners

 **DRAFT**

Dear ?????

Several months ago, the Sullivan County Commissioners initiated discussions regarding the possibility of convening an advisory panel whose purpose would be to assist the commissioners in assessing operations at Sullivan County Health Care and make recommendations based on its findings. We have decided to move forward on this project and are writing you today with an invitation to become part of this panel.

Our goal is to assemble a diverse group of approximately 10-12 individuals who have an interest in the success of Sullivan County Health Care, whose background and/or interests would be valuable to the process and feel they have the time available to devote to the process. We believe the majority of these individuals should come from outside of County government and therefore, will ask only one member of the Board of Commissioners and one member of the County Delegation to join the group. We have asked Primex, a NH based public risk management exchange, to facilitate this process and they have enthusiastically agreed. We would like to set the initial meeting of this group in early 2009 and have them complete their work within a year. Although we would anticipate monthly meetings of the group, we feel the details of how and when the panel does its work are best left up to the panel members. Sullivan County Health Care Administrator, Ted Purdy and County Administrator, Greg Chanis along with other County staff members will be available to provide information and logistical support to the process.

We believe this panel will play an important role in shaping the future of Sullivan County Health Care and hope you will agree to participate. Please contact Greg Chanis by phone at 863.2560 or e-mail at, gchanis@sullivancountynh.gov if you have any questions regarding this letter and to let us know if you are interested in being involved.

Sullivan County Board of Commissioners

10/28/2008

Accounts Receivable Plan of Action (Began Sept 12, 2008)

As of the end of August, the A/R balance is \$2.1 million. This represents about 89 days in A/R.

Goals: Decrease A/R to \$1.8 million by November 30, 2008. Decrease A/R to \$1.6 million by February 28, 2009.

Plan:

Billing Expectations:

Medicaid billing by 5th of month

Medicare A and B billing by 12th of month

Co-Insurance billing by the 15th of month

Private billing for the next month by the 20th of the month

Remittance advices will be compared with the original billing to identify payments billed but not received.

Weekly reports will be provided to the Administrator via use of the A/R Monthly Tracking spreadsheet.

Administrator to closely monitor accounts receivable aging.

Other:

The Admin Assistant (hired in July 08) has defined responsibilities to include Medicaid billing. Training for Medicaid billing conducted in Oct 08.

Environmental Services Secretary assisting with co-insurance billing. Responsibilities for computer/IT interface has been assumed (rather than Bus Office Manager).

Business Office will be relocated to provide additional space and privacy for the Bus Office Manager.

To: Supt. Cunningham
 From: Lt. Roberts
 Ref: population Breakdown

Wednesday October 28, 2008

POPULATION DATA:

House of Corrections	Pre-Trial Inmates	Protective Custody
Male - 44	Male - 38	Male - 1
Female - 8	Female - 4	Female - 0

THU- Included in the total of HOC male inmates above

Male- 13
 Female- 0

Total Population (In House) - 95

Home Confinement/EM	Weekender	Merr County
Male - 7	Male - 1	Male- 6
Female - 4	Female - 0	Female- 0
NHSP	Grafton County	Cheshire County
	Admin Transfer	Admin Transfer
Male - 8	Male - 0	Male - 3
Female - 1	Female - 1	Female - 2
Hillsborough County	Phoenix House/Farnum	Strafford Cnty
Admin Transfer		
Male - 3	Male - 1	Male- 0
Female - 0	Female - 0	Female- 0
Belknap County		
Male- 1		
Female- 0		

Total Census - 133

Temp Hold for other jurisdictions- Included in the above in house Total population

NHSP	Grafton County	Hillsborough County	Cheshire
Male- 2	Male- 0	Male- 0	Male- 0
Female- 0	Female- 0	Female-1	Female-0

Pre-Trial Services- 20

Male- 9
 Female- 11

**PROPERTY LEASE
BETWEEN
COUNTY OF SULLIVAN NH
AND
CLAREMONT BEAGLE CLUB**

This lease entered into this 28th day of November 2006, to be effective, the 15th day of December 2006, by and between the **County Sullivan NH**, a municipal corporation in the State of NH, herein after referred to as the "**Owner**" and the **Claremont Beagle Club**, a nonprofit organization incorporated under the laws of the State of New Hampshire having it's office in the City of Claremont, County of Sullivan, State of New Hampshire, herein after referred to as the "**Renter**".

WITNESSETH

That the **Owner**, hereby leases to the **Renter**, the following described real estate situated in the Town of Unity, County of Sullivan, State of New Hampshire which property is more particularly described as follows:

A certain tract or parcel of land located in the Town of Unity, State of New Hampshire being shown on the Unity Tax Map 12, Lot 619, a tract containing 192 acres, more or less. Copy of said map attached and incorporated by reference.

OWNER AND RENTER AGREE AS FOLLOWS

Purpose. The **Renter** shall use the property only for the purpose of holding field trials, training Beagle dogs, raising hares and allied activities operated under the direct control of the **Renter**.

Consideration. In consideration of this lease, the **Renter** bargains and agrees as rental for the said premises, to deliver to the **Owner** the sum of Five Hundred (\$500.00) Dollars each year, paid by the **Renter** to the **Owner**, payable in advance, on or before the first day of January each year.

Buildings. The **Renter** agrees to erect no buildings or structures of any sort on said property without first securing the written consent of the **Owner**.

Transfer. The **Renter** agrees that it will not transfer or assign this lease without the written consent of the **Owner** being first had and obtained.

Care of land. The **Renter** agrees that no fire or fires shall be lighted or made on the property, without first securing the written consent of the **Owner**.

The **Renter** agrees not to cause pollution of any stream, water supply or ground water on the property and to promptly report to the **Owner** any evidence of pollution or damage or destruction of any stream, water supply or ground water on the property.

The **Renter** may fence in the entire property and construct such interior fencing as is necessary for purposes of providing a running area for Beagles and hares. The **Renter** may clear a four-foot strip to maintain said fence.

In the event the **Owner** develops and implements a woodlot management program, the **Renter** shall include among its' goals the following: 1) protecting the ground and surface water on the property from pollution of any form, 2) maintain and improve the timber stand on the property, and 3) provide habitat and feed for hares. The **Owner** reserves the right to conduct lumbering and/or mining operations upon the property during the course of the lease. The **Renter** shall not cut any timber or brush nor construct any roadways or paths without the prior written approval of the **Owner**.

The **Renter** should undertake no cutting of plant material without prior verbal or written consent of the **Owner**.

Insurance. The **Renter** agrees to maintain an insurance policy with a minimum of no less than \$1,000,000, as will protect it and the **Owner** against liability for any and all claims for property damage, personal injury (including death) and consequential damages of any nature, which may arise from the condition of the premises, the condition of any improvements thereon or from any action, activity or omission by the **Renter's** employees, members, business guests, guests, invitees or licensees. The **Renter** shall file proof of and coverage amount of insurance with the **Owner**, each year as said policy is

renewed. The **Owner** shall be the sole and exclusive judge of what constitutes satisfactory insurance coverage. The **Renter** further agrees to indemnify and hold harmless the **Owner** from all loss, costs, or damages arising out of any act of omission by **Renter's** employees, members, business guests, guest, invitees or licensees arising out of any claim of injury incurred at, or within the property or while entering or leaving the said property, or as the result of any activities conducted on said property; and it is intended to include within the term "costs" any and all reasonable legal expenses to which the **Owner** may incur as a consequence of being caused to prepare its defense or defend such action.

Taxes. The **Renter** shall pay all real estate taxes on said property and shall pay any land use change tax.

Inspection. The **Owner** reserves the right to enter upon the property at any time for purpose of examining and inspecting the same.

Term. This lease shall be for a period of two (2) years commencing on December 15, 2006 and ending on December 14, 2008 with consideration granted to the **Renter** to renew said lease upon satisfactory renegotiation of the lease agreement.

Termination. This lease may be terminated with a sixty day written notice to by either party. The lease may be terminated with or without cause.

Notice. The **Owner** agrees to notify the **Renter** should the **Owner** offer for sale, either private or public, the property herein leased and the **Renter** will be entitled to bid or purchase said property as would any other individual or corporation, subject to NH Statutes RSA 28:8-c.

IN WITNESS WHEREOF the parties have hereunto set their hands on this 28th day of November 2006.

COUNTY OF SULLIVAN BOARD OF
COMMISSIONERS

14 Main Street

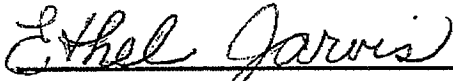
Newport NH 03773



Donald S. Clarke, Chair

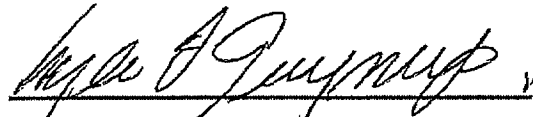


Bennie C. Nelson, Vice Chair



Ethel Jarvis, Clerk

CLAREMONT BEAGLE CLUB



Lyle Guynup, Director

11-30-06

Date



Notary Name & Expiration Date

DOIREANN H. VIOLETTE, Notary Public
My Commission Expires February 5, 2008

Greg Chanis

From: Macnaughton, Hugh [HMACNAU@spragueenergy.com]
Sent: Tuesday, October 28, 2008 10:39 AM
To: gchanis@sullivancountynh.gov
Cc: Botman, Barry
Subject: SULLIVAN COUNTY - FIXED PRICE UPDATE



FIXED PRICE QUOTE

10/28/2008

Sprague Energy
Residual Fuel
2 International Drive
Portsmouth, NH 03801
1-800-305-1560

Sullivan County Nursing Home
Greg Chanis
0
0
gchanis@sullivancountynh.gov

CUSTOMER	Sullivan County Nursing Home	SALES REPRESENTATIVE	Barry Botman
LOCATION	PORTSMOUTH SEC	TERMS	Net 30
PRODUCT	410 #4 OIL 1.0%	SALE TYPE	DELIVERED

#4 OIL 1.0%	Month	Price (bbl)	Price (gal)	BBLs	Cost
2008 4Q	Nov-08	75.51	1.80	190	\$14,348
2008 4Q	Dec-08	76.35	1.82	380	\$29,014
2009 1Q	Jan-09	78.04	1.86	380	\$29,656
2009 1Q	Feb-09	78.78	1.88	380	\$29,938
2009 1Q	Mar-09	78.93	1.88	190	\$14,996
2009 2Q	Apr-09	0.00	0.00	0	\$0
2009 2Q	May-09	0.00	0.00	0	\$0
2009 2Q	Jun-09	0.00	0.00	0	\$0
2009 3Q	Jul-09	0.00	0.00	0	\$0
2009 3Q	Aug-09	0.00	0.00	0	\$0
2009 3Q	Sep-09	0.00	0.00	0	\$0
2009 4Q	Oct-09	83.25	1.98	190	\$15,818

1,710 \$133,769 78.23 Weighted average price

2 = \$ 1.86 / gallon

NOTE: All pricing subject to confirmation prior to execution by an authorized Sprague representative and may change without notice
Freight charges subject to change without notice based on the common carrier surcharge in effect at the time of lifting
Average forward pricing (e.g., 3-month, 6-month pricing) assumes reliable volumes

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